

**City of Auburn
Arena Facilities Supervisor
Norway Savings Bank Arena**

The City of Auburn is seeking an Arena Facilities Supervisor to oversee and/or perform all functions associated with facility planning and operations for The Norway Savings Bank Arena, of the city-managed dual surface ice arena. The position requires a combination of administrative, managerial, technical, professional, supervisory and hands-on work. Duties include long-range facility planning, management of day to day operations and renovations projects, evaluation of energy conservation programs, and supervision of Maintenance Coordinators, Full time and part time maintenance and front desk staff. The Arena Facilities Supervisor reports to the Arena General Manager. The person in this position works a flexible work week, including nights, weekends, and holidays.

Successful candidate must have knowledge of facility electrical systems, mechanical systems, structural systems, environmental systems, building and life safety codes and ice making. A Certified Ice Technician (CIT) certification is preferred, or similar technical training, with a minimum of five years experience in supervision of a broad range of planning and facilities management.

Successful candidate must have a valid Driver's License and a good driving record, and the ability to obtain CPR and First Aid Certification, including the use of AED.

Candidates should submit cover letter, resume, salary requirements and at least 3 references to: Deborah Grimmig, Human Resources Director, 60 Court Street, Auburn, Maine 04210. Tel. number is 207-333-6601 ext 1414 or 1416. E-mail address is dgrimmig@auburnmaine.gov . Deadline for submission of resume is Friday March 22, 2014.

The City of Auburn is an Equal Opportunity Employer